

Community Police Facility Development Committee

December 16, 2010

Recommendations for

A New Police Station Proposal for the City
of West Linn, OR

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I. Summary

In May 2010, the City of West Linn put forth a bond measure (Measure 3-356) to fund the building of a new police station.

Results: Defeated

NO = 3,865 (55.13%) YES = 3,146 (44.87%)

The Community Police Facility Development Committee was formed in August 2010 at the request of the West Linn City Council. City Manager, Chris Jordan, Police Chief, Terry Timeus, and Captain Vic Lancaster assembled a broad and diverse set of West Linn citizens for the Committee.

The Council chartered the Committee with delivering a set of recommendations to city staff on what a police station proposal should include so it is supported by voters.

All facets of the first bond measure were to be reviewed, evaluated, discussed, and debated, including but not limited to: cost/funding, functionality, location, citizen involvement, communications plan, etc.

Please refer to *Appendix A* for the full list of reasons developed by the Committee on why the initial proposal was defeated.

Committee Members

Bill Hill – Co-Chair
Karen Hensley – Co-Chair
Troy Bowers
Phil Bransom
Michele Eberle
Dale Fortuna
Thomas Frank
Glen Friedman
Ray Kindley
Grant Oakes
Midge Pierce
Dennis Richey
Jack Snook
Ron Whitehead
Chris Yarco
Terri Zagone

This report contains the recommendations of the Committee.

II. Public Safety Needs for the City of West Linn

West Linn's citizens deserve a safe community. The current police station is unsafe. It limits the ability for police officers to perform their jobs efficiently and effectively. Funding a police station is paramount to the city delivering the basic service of public safety.

POLICE STATION: The current police station is 75 years old with major limitations. The building is located at 22825 Willamette Drive.

Please see Attachment A at the end of this report for a list of current police station deficiencies.

Remodeling or expanding the existing building is not a viable option. The City owns just the foot print of our building, not any of the surrounding parking/asphalt areas.

III. Recommendations

The recommendations provided by the committee are presented as a "package" of recommendations that are interrelated. For example, the timing recommendation is dependent upon prioritization by City Council and location determination.

a) Prioritization of City Projects Requiring Voter Approval

The Committee fundamentally believes that West Linn's City Council must prioritize, in order, several outstanding city projects requiring voter approval. All subsequent recommendations from this committee require that this project be placed as the number one priority. This ensures that all possible resources are dedicated to support this project's communications plan. Building the facility must be the first priority as set forth by the City Council.

b) Functionality

The Committee recommends that the bond measure focus on the police station only, then add a multi-purpose area if the budget allows for such additions in cost.

c) Funding

The May 2010 proposal included up to \$10.8 million in bonds for land acquisition and to construct, furnish and equip a new police and court facility.

The Committee recommends that a new proposal be represented as a set value, not to exceed \$ 8.9 million (land plus building). The Committee believes that this project could meet the needs of the community in this price range. The absolute spending value acknowledges the cost concerns of citizens in this economic downturn.

d) Timetable

With the first proposal, the economy had stabilized by May 2010, but with a slow economic recovery. The Committee believes that the economic outlook has not changed considerably since May 2010. More importantly, the Committee does not believe waiting a year or two will yield significant improvement in the economy.

The Committee recommends that the bond measure be placed before the citizens of West Linn on the May 2011 ballot. This recommendation requires that (a) the City Council prioritize the police station as the number one priority by January 10th, 2011 and (b) a proposed site can be communicated as part of the proposed bond measure.

The Committee is most concerned with the limited amount of time between the passing of a resolution by City Council and the May 2011 vote. The following timetable represents the limited time available between the delivery of these recommendations, the passing of a resolution by the city council, and the May 17, 2011 vote.

	Date	Days
Recommendations Delivered	12/16/2010	54
Last day for City Council to pass a resolution	2/8/2011	98
May 2011 vote	5/17/2011	
Total Days for Communications Plan		<u>152</u>

e) Communications Plan

The Committee believes that a professionally lead communications plan is essential to acceptance of a new proposal by West Linn citizens. The communications plan must include a basic story about West Linn's public safety. A tightly managed communications schedule must be planned and executed. Content for the communications plan must be delivered by individuals consistently – whether elected officials, city staff, or citizens. Coordination must exist between factual information provided information from the City and any Citizens' lead committees.

f) Location

In the May 2010 proposal, a corresponding ballot measure to annex two parcels of property on Parker Road needed to be simultaneously approved by voters. If approved, the new police and court facility would be located on Parker Road. A site analysis was conducted and several sites in West Linn were evaluated based on cost, availability, accessibility and functionality factors. Based on the findings from this research, the Parker Road location was selected for the proposed police and court facility. *Note: Voters did approve the measure to annex the two parcels of property on Parker Road.*

The committee spent a significant amount of time reviewing the original 9 sites as evaluated by the consulting firm, Group McKenzie. More importantly, the Committee and a sub-committee evaluated another 6 sites in an attempt to completely exhaust all possibilities in this area. West Linn's citizen advisory committees received the list of sites and were asked to provide their opinions on each of the top sites. The most challenging aspect of site evaluation is that – the list of available sites changes on a daily basis.

The following 4 locations represent those locations that were recognized based on their advantages and disadvantages.

8 th Ave.	
Advantages	Disadvantages
<ul style="list-style-type: none">• Available land lots with future growth• Existing business district with vacant properties available• Access to highways• Access to mass transit• Access to overflow parking• No overt political opposition• Neighborhood support• Synergies with Fire Station	<ul style="list-style-type: none">• No public safety facility (Police or Fire) at the top of the hill• Over flow parking needed• Traffic concerns• 2-story building, more expensive

Parker Road

Advantages

- Parking
- Growth
- No commercial displacement
- Complete service area (emergency coverage on the hill), centrally located
- Lowest new building cost
- Greatest building functionality
- Least site disruption

Disadvantages

- Competition against current perceived use by public
- Disruption of view corridors
- No access to public transportation
- Significant political opposition

Tannler West

Advantages

- Major traffic corridor
- Public transportation
- Access
- No known political opposition

Disadvantages

- Site development
- Current development plans
- Commercial tax base displacement
- 2-story, more expensive building

Building Adjacent to City Hall

Advantages

- Existing structure of adequate size
- Centrally located
- Access
- Lower total cost
- Moving of existing tenants would increase occupancy in other available office space

Disadvantages

- Displacement of existing tenants with associated costs and political fallout
- Parking – not optimal
- Retrofit costs
- Questionable availability

IV. Next Steps

This recommendation is hereby presented to West Linn City Staff – Captain Vic Lancaster and Police Project Coordinator, Ms. Tina Lynch.

- Council prioritizes city projects requiring voter approval by January 10th, 2011.
- Staff will present these recommendations to the City Council in January 2011.
- The City Council must pass a resolution by February 8, 2011 in order to list the measure on the May 2011 ballot.

V. Closing

The members of this committee look forward to continuing to support a new station for the City of West Linn. Public Safety is of the utmost importance to all citizens. With a new facility, we are investing in not only our own security but also the future safety of many generations to come.

VI. Signatures of Committee Members

Karen Hensley: _____
Bill Hill: _____
Troy Bowers: _____
Phil Bransom: _____
Michele Eberle: _____
Dale Fortuna: _____
Thomas Frank: _____
Glen Friedman: _____
Ray Kindley: _____
Grant Oakes: _____
Midge Pierce: _____
Dennis Richey: _____
Jack Snook: _____
Ron Whitehead: _____
Chris Yarco: _____
Terri Zagone: _____

Appendixes

Appendix A – Polling Results for Components of a New Proposal

On August 24th, the Committee was polled as to reasons why the first proposal was defeated. The first poll transpired during the Committee's first meeting. Each committee member stated his/her top 3 votes. Following are the ranked results based upon the votes:

1. Cost (in relationship to economic climate)
2. Marketing/Communications Plan (poor "story")
3. Location
4. Functionality (size justification, perceived unjustified expansion)
5. Misinformation
6. Too complex (3 measure on one ballot)
7. Local government credibility
8. No Citizen Ownership (via a committee or impartial advisory board)
9. Citizens polarized for other issues

On October 25th, Co-chair Karen Hensley polled each committee member on what needed to be included in a new proposal. The second poll occurred after each committee member had actively sought input from citizens via his/her relationships within the community. Following are the ranked results based upon the votes:


1. Prioritization of projects requiring voter approval
2. Marketing/Communications Plan
3. Cost
4. Location
5. Functionality

Appendix B – Complete List of Sites Evaluated

1. Original Site 1 – Salamo Road (ODOT property)
2. Original Site 2 – Parker Road
3. Original Site 3 – Falling Street
4. Original Site 4 – Cedar Oak Drive
5. Original Site 5 – Haskins Road
6. Original Site 6 – S. Salamo Road (vineyard property)
7. Original Site 7 – Brandywine Drive
8. Original Site 8 – 8th Ave.

9. Original Site 9 – Salamo and Tannler (Tannler East)
10. New Site 10 – Willamette Falls Dr. (Old Kasch's property)
11. New Site 11 – 8th Court (behind Shari's)
12. New Site 12 – Robinwood Shopping Center (Bale's)
13. New Site 13 – "Old" Willamette Church – Willamette Falls Dr.
14. New Site 14 – Salamo and Tannler (Tannler West)
15. New Site 15 – Building Adjacent to current City Hall (Salamo Dr.)

Attachment A – List of current police station deficiencies




Community Police Facility Development Committee

Deficiencies of the *current* Police Facility – Attachment A

December 16th, 2010

Deficiencies of the *current* Police Facility



Police exterior deficiencies

- Police parking is unsecure and limited (the Mill allows us to use their parking); building is open to vandalism and attacks
- The building is not protected from inclement weather – (ie..the patrol cars could be covered in snow or sleet, delaying emergency response)
- There is a detainee flight risk – (if someone escapes from custody there are many places they can go)
- The current facility does not meet seismic design requirements and is characterized as functional inefficient
- Some areas of the building are not accessible to people with disabilities due to stairs and narrow corridors


Police Lobby & Records deficiencies

- Low security/Non-bullet resistant reception counter
- Unsecure Police Break Room directly off of public lobby
- Minimal work space and file storage
- Single, non-secure interview room
- Confined work spaces, no growth potential and poor circulation
- Heating and cooling deficiencies
- Police files scattered throughout building, reducing staff efficiencies

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Deficiencies of the *current* Police Facility



Police Administrative Office deficiencies


- ✦ Undersized administrative space
- ✦ No meeting space available within offices
- ✦ No secure administrative file or storage space
- ✦ Administrative assistant has minimal control over access to admin
- ✦ Heating and cooling deficiencies and poor lighting, and electrical
- ✦ Unprotected glazing and views into offices

Police Evidence deficiencies

- ✦ Unsecured/Non-dedicated technician work space/office
- ✦ Severely undersized evidence storage
- ✦ Little to no ventilation within evidence storage
- ✦ Inefficient & dangerous access to evidence
- ✦ Unsecure & undersized evidence processing
- ✦ No evidence dry storage available

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Deficiencies of the *current* Police Facility



Police Locker/Restroom & Armory deficiencies


- ✦ Locker rooms spread out and not consolidated
- ✦ Lockers require to be utilized inefficiently as miscellaneous storage
- ✦ Men's locker hall open to facility, no privacy
- ✦ Only two single restrooms, no showers
- ✦ Limited weapon storage & no maintenance space
- ✦ Ammunition stored in non-bullet resistant closet

Police Briefing & Break Room deficiencies

- ✦ Briefing serves as only 1st floor conference space
- ✦ Briefing is not securable, non flexible & Inadequately sized
- ✦ Stair to briefing is dangerous & a tripping hazard
- ✦ Briefing room required to be utilized as break room
- ✦ Copy/fax work space compressed into tight corridor
- ✦ Files & forms not adjacent to report writing

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Deficiencies of the *current* Police Facility



Police Patrol Area deficiencies

- Report writing area open to main corridor allowing distractions
- Sergeants (SGTS) offices undersized & overcrowded
- K9 officer kennel required to be open to report writing
- Interview room highly confined for interviews
- Heating & cooling deficiencies between the shared spaces
- Access to report writing off public street
- Offices utilized as ancillary storage spaces
- No secure room for temporary holding of detainees

Police Multipurpose Room & Detective deficiencies

- Multipurpose room open to police files which should be secured
- Building structure unable to support additional files
- Access to detectives division through main lobby & conference
- Detective office space undersized & overcrowded – Interview room not sound proof
- Computer & server equipment overheat detective office space

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